

**ChildFund Alliance  
Program Standards**

**Programme Standards**

***Category A: Child Centred Development***

**Standard A.1: Member's programmes are child-centred and foster community empowerment through the active involvement of children, youth and families (CYF) in the planning and implementation of sustainable programmes and projects.**

- Programmes are child-centred.
- Programmes demonstrate community empowerment through active involvement of children, youth and families in the planning and implementation of programmes and projects.
- Programme planning, design, implementation, monitoring and evaluation stages within a project's life cycle promote and address the issue of sustainability.

**Standard A.2: Member gives priority to working with and through established local and national institutions and groups, encouraging their creation where they do not already exist. Cooperation between international, national and community-based organisations is promoted actively.**

- Member gives priority to working with and through established local and national institutions and groups.
- Member encourages the creation of local and national institutions and groups if they do not exist.
- Cooperation between international and national organisations is also encouraged.

**Standard A.3: Partnerships will be established utilizing clearly defined, transparent and publicly stated criteria; with the capacity building of partners and community organisations a priority.**

- Member's partnership arrangements with other organisations are based on clearly defined agreements, outlining the roles and responsibilities of each, and the expected results of the partnership.
- Capacity building of partners and community organisations is member's demonstrated primary goal of partnership with these partners.

**Standard A.4: Guidelines, policies, and practices for program planning, design, implementation and evaluation consider the participation and needs of vulnerable groups, within the target community/area.**

- Member has policies and guidelines promoting programming for vulnerable groups and cross cutting issues such as gender and human rights.
- Programming for vulnerable groups is integrated into the organisation's operation at all levels and executed through programme practices, project implementation and eligibility criteria of beneficiaries.

***Category B: Child Protection and Human Rights***

**Standard B.1: Member respects and fosters human rights within the framework of the U.N. Convention of the Rights of the Child and the Millennium Development Goals. Member's programmes aim to strengthen family and community systems that support child protection and well-being.**

- Member respects and fosters human rights within the framework of the United Nations Convention of the Rights of the Child and the Millennium Development Goals.
- Programme activities focus on promoting an understanding of child protection and well-being, and building/strengthening family and community systems to address these issues.

**Standard B.2: Clear policies and procedures shall be designed and implemented to ensure privacy, minimize risk and protect children from abuse and neglect.**

- Organisational policies and procedures addressing privacy and protection issues exist across all levels of the organisation, and a systematic approach to address issues of neglect and risk is integrated into programmes.

**Standard B.3: Programmes do not discriminate based on political, religious, cultural, gender or other discrimination.**

- Programme planning and implementation reflects the promotion of mutually beneficial relationships among people from varied cultural, religious, gender and economic backgrounds.
- Promoting a particular religious creed or political party is not conducted as part of any program funding, planning or implementation.

**Standard B.4: Member creates and maintains a protective environment to enable children to participate in programme activities.**

- Consideration is given to the issue of community safety and community groups are encouraged to value input from youth and children in meetings and programme activities.

### ***Category C: Child Sponsorship***

**Standard C.1: Sponsored children and their families are among the principal beneficiaries of programmes, which are designed, implemented and monitored to ensure that they benefit in identifiable ways.**

- Programme planning, design and implementation clearly targets sponsored children, families and communities with benefits to sponsored children defined.
- Policies, procedures and systematic practices for capturing/documenting identifiable benefits to sponsored children and their families are implemented.

**Standard C.2: Member employs a variety of means to educate sponsors regarding their child-centred development programmes and the broader context within which those programmes are implemented.**

- Various communications with sponsors focus on educating sponsors about child-centred development programmes in the sponsored child's community, region and country.
- Communication to sponsors attempts to educate them on broader development issues and community development programmes.

**Standard C.3: Member encourages and facilitates regular communication between sponsored children and sponsors.**

- Procedures and guidelines are established to enable the processing of correspondence from member organisation's head office through to the field where child sponsorship programmes exist, including appropriateness of contents of communication.

- Child sponsorship administration focuses on providing educational opportunities and promoting the development of sponsored children through correspondence with sponsors on an on-going basis.

**Standard C.4: Member collects and maintains accurate child information and progress reports, including details of vital events, which is provided to sponsors in a regular and timely manner.**

- Procedures/processes are in place to monitor and facilitate the collection of accurate child information for use in sponsor communications such as progress reports. Vital events impacting the child's participation in the programme, the status of each child and benefits received form part of this data. Particular sensitivity and priority is given to communicating the death of a sponsored child.
- Member has created and implemented standards in terms of overall quality-regularity, timing, accuracy and appropriateness relating to correspondence and various types of communication/updates to sponsors.
- Member responds to donor-initiated requests for information promptly and with appropriate information.

**Standard C.5: Member is accountable to sponsors for all donations and gifts through accurate and timely reporting.**

- Member acknowledges all donations, and ensures that donors are informed about their use.

***Category D: Monitoring, Evaluation and Reporting***

**Standard D.1: Ongoing monitoring and evaluation of the effectiveness and impact of member's child development programmes and projects is regularly undertaken using both qualitative and quantitative methods.**

- Organisational procedures and systems for ongoing monitoring and evaluation of programme activities, outputs, outcomes and impacts on beneficiaries are utilized to evaluate programme performance.
- Capacity building for partners and community representatives to enable participation, leadership and independence in monitoring and evaluation has been developed. Member should have direct contact with in-country partners enabling some influence in project outcomes if necessary.

**Standard D.2: A participatory approach inclusive of all relevant stakeholders will be followed to establish the goals of the evaluation process and in interpreting and reporting results.**

- Member ensures that the voices of all stakeholders are taken into account during evaluations, and that these voices are adequately reflected in reporting and subsequent planning processes.

**Standard D.3: Member reports progress and results of programmes in a consistent, accurate and timely manner to donors and beneficiaries. (Refers to consistency within a member's reporting, rather than in regards to reporting of other members).**

- Member provides regular and consistent progress reports on programme results.

***Category E- Financial and Programme Accountability***

**Standard E.1: Member ensures and monitors the appropriate use of resources (inputs) including human resources, technology and infrastructure at the programme level.**

- Member has appropriate processes in place to allocate resources, and monitor their efficient use at the local level.

**Standard E.2: Programmes actively and conscientiously manage risk to ensure consistent and high-quality programming.**

- Member has in place risk management strategies to ensure that programmes achieve their objectives and are effective in benefiting those intended.

***Category F: Emergency and crisis response***

**Standard F.1: A member who responds to emergencies provides an appropriate and high-quality response through clear policies and procedures, and quality control standards.**

- Member has clearly defined criteria, policies and procedures for emergency/ crisis response.
- A member who responds to emergencies shall meet internationally recognized and current emergency response standards.

Approve 2008